



Kanabec Soil & Water Conservation District

2008 Mahogany Street, Suite 3
Mora, MN 55051
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OUTCOME DOCUMENTS – September 11, 2018 - REGULAR BOARD MEETING

SUPERVISORS: Joyce Sawatzky, Paul Hoppe, Gene Carda, Jan Anderson

STAFF: Deanna Pomije, Anne LeRoy

OTHERS: – Dennis McNally – Kanabec County Commissioner

1. **Call to Order** – Chair Sawatzky called the meeting to order at 4:01pm.

M/S: Hoppe/Carda Motion to approve the Agenda as presented.

Affirmative: Sawatzky, Anderson, Hoppe, Carda

Opposed: None **Abstain:** None

2. **NRCS Report** – None given

3. **Consent Agenda** – Includes all 4 items listed below. No discussion unless a Supervisor requests it.

3.1. Financial – receipts & disbursements

3.2. Outcomes Document - August

3.3. Staff Reports

3.4. Upcoming Staff Meetings / Outreach / Training

Hoppe requested discussion on the following Consent Agenda items:

3.3.1.4. Budget Meeting with County Board 8/29 – Pomije presented to the County Board our 2019 budget. Project completion sheets were distributed. She presented a hand-out power point on the basics of what a District does and how its organized. A few questions came up on various topics including the Ann Lake Treatment Public Forum. This presentation seemed to go well with some clarifying questions on the budget answered. The County Budget will be finalized in December.

3.3.1.5. Grant Applications Comments:

- On 8/30 Kelzenberg meet with the new City of Mora Administrator (Lindy Crawford) and staff from Wenck Associates on possible funding sources for an improved outlet to Mora Lake. With this outlet as a high priority for the City, any future stormwater practice projects are being put on the back burner, dependent on future funds. McNally asked to clarify the contents of the City of Mora Sub-Watershed Assessment Report. Pomije reported that it included modeling of the city stormwater and watershed runoff to aid in locating feasible stormwater best management practices (BMPs). It includes cost estimates, locations and estimated pollutant reductions associated with the BMPs. Most BMPs are meant to filter or store runoff prior to outleting into the Snake River. This report does not include a plan for restructuring the Mora Lake stormwater outlet into the Snake River.

3.3.2.1. Buffer Inventory

An agreement has been reached with the last public waters landowner that isn't compliant. He will be letting his buffer regenerate naturally and NOT seeding it. His operator will do the field and buffer prep in the spring. We will

stake the required buffer in the spring, and they will not plant that part of the field(s). We will monitor the regeneration closely. I will check the one buffer that was seeded in July once the crops come off to make sure the summer rains haven't washed away too much seed. Reminder letters for public ditch buffers are being sent out before September 10th. Finally, the SWCD will need to adopt a buffer monitoring policy for future compliance and have it posted on the website by November (to be on the Oct. Board Meeting). Pomije reviewed further that the public ditch deadline in coming up Nov. 1, 2018 and the Public Waters Deadline was Nov. 1, 2017. Kelzenberg is working to ensure compliance with the remaining potentially non-compliant individuals prior to this Nov. 1.

3.3.3.3. Future Work: LeRoy has started researching MN Employment law and how it pertains to the SWCD Personnel Policy. She would like to establish a formal review of the District's Personnel Policies with the Personnel Committee. The board questioned why this is being reviewed. Pomije mentioned that MCIT recommends reviewing these policies annually to ensure compliance with any state requirements. Anderson mentioned that the current policy was reviewed by an attorney prior to being accepted.

M/S: Hoppe/Anderson Motion to approve the consent agenda's outcomes document, financial receipts & disbursements, staff reports and scheduled meetings.

Affirmative: Sawatzky, Anderson, Hoppe, Carda

Opposed: None **Abstain:** None

4. Approve Treasurer's Report

M/S: Anderson/Carda Motion to approve the Treasurer's Report as presented.

Affirmative: Sawatzky, Anderson, Hoppe, Carda

Opposed: None **Abstain:** None

5. Boy Scout Logan LaBeau's **Eagle Scout Project** Completion Report

Boy Scout Troop 191 Eagle Scout Candidate Logan LaBeau presented details and photos of his completed project to the board. He thanked the board for the opportunity to do the project.

6. Business

5.1. Civic Organizing Principle – Active Citizenship = obligates stakeholders to organize for the common good

Hoppe discussed his recent negotiations seminar at Mitchell/Hamline School of Law. The seminar included a self-assessment and role-playing scenarios. The training helped Hoppe in understanding how to better manage negotiations with a goal for parties to come to agreement for the common good. Hoppe felt the training was useful and valuable.

5.2. Personnel Committee – office space needs for new lease & rate / square foot

The board discussed the square footage (SF) office needs for the District. Pomije reviewed the specific space needs using the previous NRCS standard of 150 SF per employee. She recommends a minimum of 700 square feet needed for existing staff. No change in the current rental rate of \$12/SF was recommended. It was recommended that any part-time summer intern could possibly room within the TSA space, as available. Board members decided to table a decision on the District's square footage needs until we find out about grant funds applied for, for a new employee, (Forester). These grant funds are announced in Dec. 2018.

5.3. Draft Civic Organizing District Work Plan

Pomije reviewed spreadsheet 5.3, a draft District Work Plan, listing all areas of work for District staff. She also reviewed the four District's Strategic Planning Goals, as background data to this work plan. Two additional goals were added to this list to facilitate more board and staff interactions and collaboration with partners. The staff time allocated to the various tasks on the spreadsheet is still draft and needs updating to show only 100% of available staff time. This may be used for future board discussions for prioritizing tasks based on available staff hours. The work plan will be used as a tool to measure monthly civic organizing activities done by all District staff and board members.

5.4. District County Signs – purchase 1 with District funds, seed outside funding for others (1-3?)

No funding sources are yet identified to pay for the signs. Carda did not have a quote for new signs from his acquaintance. The acquaintance suggested a material other than aluminum. The board decided to table a decision until Carda's contact has presented their price and expected materials lifespan. Pomije will continue to investigate funding sources. The east sign was discussed for replacement, due to the old sign being stolen this summer. She showed location photos of the existing post, where more work is needed to clear trees within the line of sight for the signs. No decisions were made. Hoppe would like to make a decision on this in October.

6. Project Updates:

- Reiser, David, Arthur 27, lined waterway – Due to recent rains, minor repairs are needed from this recently completed project. The repair has a total estimated cost of \$1,559.80, with 75% funding from State Cost Share 2017 for \$1,169.85. Reiser would contribute \$389.95.

M/S: Carda/Hoppe Motion to approve a new contract on the Riser property with a total cost \$1,559.80, 75% funding from SCS 2017 for a payment total of \$1,169.85

Affirmative: Sawatzky, Anderson, Hoppe, Carda

Opposed: None **Abstain:** None

Fall Projects – awaiting contractors

Pomije mentioned we have four projects ready for installation this fall, waiting on contractor's availability. They are on Ann Lake: Falcon St. and Forest Shores Projects; Sorensen's streambank erosion project and Tentis' Fish Lake erosion repair project. Etter's native restoration on Knife Lake is currently being completed. Four TSA requests have been sent up to Duluth for possible projects, where engineering assistance is needed. Kelzenberg is planning on completing these site visits and possible surveys with TSA3 in October.

7. General Discussion / Public Input

Continue Discussion from last month – More consistent intense rain events causing erosion and flooding concerns. Culvert Inventory timeline. Is there a role the District plays in planning for such events? What practices or education should be our focus in dealing with the cause, climate change? SWCD Conservation efforts would focus on:

- Wetland Water Storage
- Upland resiliency – better soil health, better forest health
- Encouraging natives on the landscape for better infiltration

Pomije reviewed this topic brought forward from the Aug. board meeting. Intense rains, flooding and the resulting erosion are continuous areas for concern. What role or resources does the District play in offering solutions to these issues. She reviewed the listed current three of best management practices (BMP) as available tools to offer for

solutions. Depending on the flooded/eroded roads in question; the jurisdiction falls on the government entity managing that road/ditch system. In collaboration the District may be able to assist with these various entities as issues arise and as resources are available. We can't stop the intense rains, but we can be proactive in planning and offering these BMP's to address the larger source of the problem. This is a large and over-arching problem with many causes (watershed development, climate change, etc.). It cannot be addressed overnight. Working in collaboration with other entities in planning and addressing the source of the problem is what is needed, such as stressing the identified BMPs as a priority. Addressing the flooding and resulting erosion (which may be needed at times) only addresses the symptom, not the source of the problem. The only just started culvert inventory was discussed. A Commissioner suggested that township individuals be offered our tablet for recording the culverts in their townships. This may help to expedite the inventory as it is currently planned to be completed over several years by District summer interns. Pomije asked if the inventory should be expedited by hiring a term position to complete this work. No decisions were made.

Hoppe asked – Is 'water quantity' a topic in the county water plan, including flooding and ditch maintenance. Pomije will look into this, as this document is still being edited.

8. Set Next Meeting Dates / Committee Reports

8.1 Forestry Association Report – next meeting 9/19 at 9:30 in McGregor (Carda will attend)

8.2 Area 3 Meeting/Tour – Thurs. 9/20, Virginia (Hoppe, Pomije will attend)

8.3 Snake River Watershed Board – next meeting 9/24 (Hoppe will attend)

8.4 TSA Area 3 Meeting - next meeting 9/26, Duluth (Pomije, Anderson will attend)

8.5 Regular SWCD Board Meeting: Tues. Oct. 9, 4:00 PM

8.6 COLA – AIS next Meeting 10/11, 5pm in Courthouse (Kelzenberg will attend)

The COLA meetings are on an every-other month schedule during the winter months. McNally will not be attending the October meeting.

9. Evaluate the Meeting – What worked? What needs further discussion?

10. Adjourn Chair Sawatzky adjourned the meeting at 6:22 pm

M/S: Anderson/Hoppe Motion to adjourn.

Affirmative: Sawatzky, Anderson, Hoppe, Carda

Opposed: None **Abstain:** None

Civic Governance is a new approach to organizing to facilitate change for the common good, creating effective and stable organizations.

The **purpose** of Civic Organizing is to organize people to the obligation of being an active citizen; providing the opportunity for them to impact decision making in their role and learning what is good and growing in that knowledge.

Approved: _____ **Date:** _____